

**Amendment to Calleguas Municipal Water District
2010 Urban Water Management Plan**

March 21, 2012

I. Table 6-2 is to be replaced with the following version:

Table 6-2 CMWD Water Shortage Stages of Action Guidelines		
Resource Stage	Percent Shortage	Actions⁽¹⁾
Surplus		Store water in groundwater basins throughout CMWD service area
Supply = Demand	0	No actions required. ⁽²⁾
Stage 1 Shortage	0-15	Call on purveyors to maximize local supplies, promote voluntary conservation.
Stage 2 Shortage	15-60	Call for extraordinary conservation efforts; implement allocations ⁽³⁾
Stage 3 Shortage	60+	Begin withdrawals from Las Posas Basin
⁽¹⁾ The listed actions are general guidelines. In reality there could be many ways CMWD would respond to supply shortfalls. Also note that actions are additive as shortage conditions progress.		
⁽²⁾ Deliveries will consist of purveyor demands and filling of Lake Bard.		
⁽³⁾ CMWD will monitor consumption and assess penalties for excessive use.		

II. Chapter 6, Section B is revised to include the following text:

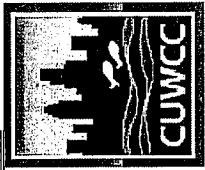
3. CMWD Preparedness for Power Outages

In the event of a power outage, CMWD will utilize backup generators. CMWD maintains four 2-megawatt (MW) diesel generators that can power the Lake Bard Water Treatment Plant and the two finished water high-service pump stations. These pump stations are designed to move water from the Lake Bard to portions of CMWD's service area including Simi Valley, Oak Park and Thousand Oaks. The fuel tanks are sized to maintain continuous operation at full load for approximately 4 days. A 600 kilowatt (kW) diesel generator is located at the Fairview Pump Station to ensure water reaches additional areas in the city of Moorpark. A mobile 400kW generator can be quickly located at the Lake Sherwood Pump Station to ensure water delivery to Lake Sherwood Community Services District. All other areas of the CMWD service area receive water by gravity flow without the need for power for pumping. In addition, several small standby power generators are located

at key sites to provide local power for flow control changes and communications.

- III. Appendix D is revised to delete the 2005-2006 and 2007-2008 CUWCC BMP reports by Calleguas Municipal Water District and replace them with the 2009-2010 CUWCC BMP Coverage Report attached as Exhibit 'A'.
- IV. Appendix E is revised to include Minutes of the May 4, 2011 meeting of the CMWD Board of Directors at which the Public Hearing on the Urban Water Management Plan was held. Minutes are attached as Exhibit 'B'.

Exhibit A



CUWCC BMP COVERAGE REPORT FOR WHOLESALE AGENCIES

Foundation Best Management Practices for Urban Water Efficiency

Agency:	Calleguas Municipal Water District	District Name:	Calleguas Municipal Water District	CUWCC Unit #:	34
Primary Contact:	Steve Sabbe	Email:	ssabbe@calleguas.com		
Base Year:		Report Date:	27-May-11		
		Calendar or Fiscal Year Reporting:			
		Date of 2009 Data Download:	May 26, 2011		
		Date of 2010 Data Download:	May 26, 2011		

Foundation BMPs

BMP 1.1.3 Wholesale Agency Assistance Programs

a) Financial investments and building partnerships Value of resources provided to retailers for:		2009 Monetary Amount for Financial Incentives	2009 Monetary Amount for Equivalent Resources
2009			
BMP 7 (Public Information)		\$ 109,793	
BMP 8 (School Education)		\$ 1,465	
BMP's 1, 2, 6, 14 (Residential Rebates)		\$ 90,159	
Total Value of Resources		\$ 201,417	\$ =
		On Track	
a) Financial investments and building partnerships Value of resources provided to retailers for:		2010 Monetary Amount for Financial Incentives	2010 Monetary Amount for Equivalent Resources
2010			
Foundational (Edu): Public Information		\$ 14,145	
Foundational (Edu): School Programs		\$ 1,916	
Programmatic: Residential		\$ 91,195	
Total Value of Resources		\$ 107,256	\$ =
		On Track	

"On Track" if Retailer accepted offer and
Wholesaler provided resources. "Not on Track"
if Retailer accepted offer and Wholesaler did
not provide resources.

b) Technical Support	<p>2009 Technical Support Description</p> <p>As a member agency of Metropolitan Water District of Southern California (MWD) there are water use efficiency meetings once a month which are attended by Calleguas staff as Calleguas purveyor staff. Those meetings include a quarterly CUIWCC Southern California Water Caucus meeting. Every meeting include discussions regarding programs, changes in standards and program ideas and updates from other MWD member agencies.</p> <p>On Track</p>	<p>2010 Technical Support Description</p> <p>As a member agency of Metropolitan Water District of Southern California (MWD) there are water use efficiency meetings once a month which are attended by Calleguas staff as Calleguas purveyor staff. Those meetings include a quarterly CUIWCC Southern California Water Caucus meeting. Every meeting include discussions regarding programs, changes in standards and program ideas and updates from other MWD member agencies.</p> <p>On Track</p>	<p>"On Track" if Retailer accepted and Wholesaler provided and described Technical Support</p>
c) Retail Agency	2009	2010	
c) Retail Agency	N/A	N/A	<p>Programs Managed for Retailers</p> <p>"On Track" if Retailer accepted and Wholesaler provided and lists programs managed for retailers</p>
d) Water Shortage Allocation	<p>Has Water shortage plan or policy been adopted?</p>	<p>2009</p> <p>May 27, 2009 Res 1636.pdf</p> <p>On Track</p>	<p>2010</p> <p>May 27, 2009 Res 1636.pdf</p> <p>On Track</p>
e) Non signatory Reporting of BMP Implementation by non-signatory agencies	<p>List Efforts to recruit retailers</p> <p>Through Metropolitan Water District of Southern California, all member agencies were required to have a water conservation ordinances in place. In turn, each one of the Calleguas purveyors subject to the minimum requirements to join the CUIWCC were required to do so in conjunction with the adoption</p> <p>On Track</p>	<p>Adoption Date</p> <p>File Name</p>	<p>"On Track" if plan /policy adopted and document provided. "Not on Track" if no water shortage plan or policy adopted or document not provided.</p> <p>Report if possible</p>
f) Encourage CUIWCC Membership	<p>List Efforts to recruit retailers</p> <p>Through Metropolitan Water District of Southern California, all member agencies were required to have a water conservation ordinances in place. In turn, each one of the Calleguas purveyors subject to the minimum requirements to join the CUIWCC were required to do so in conjunction with the adoption</p> <p>On Track</p>	<p>Adoption Date</p> <p>File Name</p>	<p>"On Track" if efforts listed or dues paid.</p>

Agency: **Calleguas Municipal Water District** CUWCC Unit #: **34**

District Name: **Calleguas Municipal Water District**

1.3 METERING WITH COMMODITY RATES FOR ALL NEW CONNECTIONS AND RETROFIT OF EXISTING CONNECTIONS

Date of 2009 Data Submittal: **May 26, 2011**
Date of 2010 Data Submittal: **May 26, 2011**

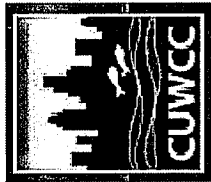
Exemption requested?	2009
At least as Effective As Requested?	No
Does Agency have Unmetered Deliveries to Retail Agencies or Other Wholesalers?	No
Metered Accounts billed by volume of use	No
Completed a written plan, policy or program to test, repair and replace meters	Yes

On Track

2010
No
No
No
Yes
No

On Track

Volumetric billing required for all connections on same schedule as metering info only until 2012



CUWCC BMP COVERAGE REPORT FOR WHOLESALE AGENCIES

Foundation Best Management Practices for Urban Water Efficiency

Agency: Calleguas Municipal Water District
WHOLESALE Water Supplier

District Name: Calleguas Municipal Water District

CUWCC Unit #: 34

Coverage Report Date: May 18, 2011

Primary Contact: Steve Sabbe

Email: ssabbe@calleguas.com

BMP 2. EDUCATION PROGRAMS

BMP 2.1 Public Outreach Actions Implemented and Reported to CUWCC

- 1) Contacts with the public (minimum = 4 times per year)
- 2) Water supplier contacts with media (minimum = 4 times per year, i.e., at least quarterly).
- 3) An actively maintained website that is updated regularly (minimum = 4 times per year, i.e., at least quarterly).
- 4) Description of materials used to meet minimum requirement.
- 5) Annual budget for public outreach program.
- 6) Description of all other outreach programs

	2009	2010
Flyers and/or brochures (total copies), bill stuff	21,304	5,503
General water conservation information	9	4
Website	Yes	Yes
Articles or stories resulting from outreach		
News releases		
Radio contacts		
	\$ 1,000,000	\$ 14,000
Calleguas refers visitors to the Metropolitan Water District of Southern California web site www.bewaterwise.com. That site is updated daily with watering index and conservation program information.	On Track	On Track

All 6 action types implemented and reported to CUWCC to be 'On Track'

2.2 School Education Programs Implemented and Reported to CUVCC

date 2009 datafile downloaded:
 date 2010 datafile downloaded:

	2009		2010	
	Yes		Yes	
Does this wholesale agency implement School Education Programs for Sub Wholesalers or Retail utility's benefit?				
Names of Sub Wholesale and Retail Agencies benefiting from Program?				
1) Curriculum materials developed and/or provided by wholesale agency	Cal-American Water Company, City of Camarillo, Camrosa Water District, Crestview Mutual Water District, Golden State Water Company, Oak Park Water Produced by Metropolitan Water District of Southern California. The programs include elementary, secondary and post secondary education curricula, supplemental materials, assemblies and in-class presentations for K-12 teachers and students. Programs and materials are free to teachers in our service area. Each of our programs has been field-tested and correlates to the current California state content standards, particularly in the			
2) Materials meet state education framework requirements and are grade-level appropriate?	Yes		Yes	
3) Materials Distributed to K-6?	Yes		Yes	
Describe K-6 Materials	All About Water, Little Splash, Admiral Splash, Water Ways, Geography of Water, Journey Down the Colorado - All are activity books for students with lesson plans for teachers to follow.			
Materials distributed to 7-12 students?	Yes		Yes	
4) Annual budget for school education program.	\$ 5,000		\$ 5,000	
5) Description of all other water supplier education programs	Tours are offered to schools and student groups.			
	On Track		On Track	

All 5 actions types implemented and reported to CUVCC to be 'On Track'

Describe materials to meet minimum requirements

Info Only

Exhibit B

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
May 4, 2011

MINUTES

The regular meeting of the Board of Directors of Calleguas Municipal Water District was held at the District Office, 2100 Olsen Road, Thousand Oaks, California, on May 4, 2011.

The meeting was called to order by Ted Grandsen, President of the Board, at 5:30 p.m.

ROLL CALL

Members Present: Ted Grandsen, President;
William R. Seaver, Vice-President;
Donald G. Hauser, Secretary;
Gail L. Pringle, Treasurer;
Scott H. Quady, Director

Staff Present: Susan B. Mulligan, General Manager;
Douglas E. Kulper, District Counsel;
Eric Bergh, Manager of Resources;
Bruce Fischer, Manager of Personnel and Risk
Management;
Henry Graumlich, Manager of Strategic Planning;
Kristine McCaffrey, Manager of Engineering;
George Mulligan, Manager of Operations and Maintenance;
Sue Taylor, Interim Manager of Finance;
Alida Inouye, Office Manager

Guests: Debra Man, Metropolitan Water District of Southern
California;
Mark Pumford, City of Oxnard;
Don Howlingsworth, Self

MINUTES

Director Seaver moved, seconded by Director Hauser, that the minutes of April 20, 2011 and April 27, 2011, be approved as distributed. Motion carried.

WRITTEN COMMUNICATION

NONE

ORAL COMMUNICATION

NONE

GENERAL MANAGER'S REPORT

President Grandsen stated that agenda item three in the General Manager's Report would be heard at this time.

3. Debra Man, Chief Operations Officer and Assistant General Manager for the Metropolitan Water District of Southern California (Metropolitan), thanked the Board for the opportunity for Metropolitan and Calleguas to work together on the Las Posas Groundwater Storage Conjunctive Use Program. She said this Termination Agreement would go before the Metropolitan Board on May 10th.

Director Hauser moved, seconded by Director Seaver, that the Board authorize the Board President and Board Secretary to execute the agreement on behalf of the District. Motion carried.

1. The General Manager informed the Board that she and Reddy Pakala, Director for Ventura County Water and Sanitation Department, had given a presentation on water rates to the Moorpark Rotary Club on April 22nd. She said she would give a similar presentation to the Moorpark City Council in the near future. The General Manager briefed the Board on a meeting with representatives of Zone Mutual Water Company regarding the potential for continuing to provide blending water to Zone until the Salinity Management Pipeline extends to Somis.

2. The General Manager presented the April 2011 status report on District activities. Questions asked by the Board were answered by the General Manager and staff.

3. The General Manager discussed the status report on her goals which had been presented to the Board in November 2010. The Board had no requested changes to the goals or methods of accomplishing them. The General Manager said she would move forward with the goals as described in the report. This item was for discussion only and no action was taken.

FINANCE DEPARTMENT

1. The General Manager said the auditors had recommended that the District set up designated funds consistent with adopted resolutions of the Board. She said Public Financial Management, Inc. (PFM) had experience in this area and was available to assist the District for a not-to-exceed cost of \$20,000. The General Manager said that PFM would complete this task by June 30th.

Director Pringle moved, seconded by Director Quady, that the Board approve the professional services by PFM for a not to exceed cost of \$20,000. Motion carried.

2. The Interim Manager of Finance presented the District's financial performance report for January 2011 and noted that it followed the same format as the annual financial statements. She said future reports would be provided to the Board at the first meeting of each month. The next report would include information for the months of February, March and April. Questions asked by the Board were answered by the General Manager and staff. This item was for information only and no action was taken.

3. The Interim Manager of Finance presented a status checklist on implementation of the changes recommended by the auditors and noted that progress had been made in all areas. This item was for information only and no action was taken.

OPERATIONS AND MAINTENANCE DEPARTMENT

1. President Grandsen presented proposed Resolution No. 1705:

A RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
AWARDING THE CONTRACT FOR
AS-NEEDED LANDSCAPE MAINTENANCE SERVICES

The Manager of Operations and Maintenance said the purpose of this requested action was to award the contract to perform as-needed landscape maintenance and weed abatement services at District properties and easements. He said the contract was proposed as a one year agreement with an option to renew annually for up to two additional years. If renewed, annual adjustments would be made based on the State of California's prevailing wage determinations and the U.S. Producer Price Index for Agricultural Machinery and Equipment.

Director Seaver moved, seconded by Director Hauser, that the Board adopt proposed Resolution No. 1705. Motion carried. Resolution No. 1705 is attached and made part of these minutes.

RESOURCES & PUBLIC AFFAIRS DEPARTMENT

1. The Manager of Resources provided highlights of the Draft 2010 Urban Water Management Plan, noting that during the public review period only two comments had been received.

President Grandsen said the Public Hearing regarding the Draft 2010 Urban Water Management Plan (Plan) would be heard at that time. At 6:42 p.m., he opened the floor for public comments. No one from the public asked to address the Board. At 6:43 p.m., President Grandsen closed the public hearing. The Manager of Resources said this item would be presented for approval at the next Board meeting. This item was for information only and no action was taken.

2. The Manager of Resources provided an update on the current water supply conditions. ~~This item was for information only.~~

3. President Grandsen presented proposed Resolution No. 1706:

RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
TERMINATING MEMBER PURVEYOR
SUPPLY ALLOCATIONS

The Manager of Resources said Metropolitan had recently terminated implementation of supply restrictions related to their Water Supply Allocation Plan for the remainder of 2011. He said this resolution would formally lift restrictions within the Calleguas service area.

Director Hauser moved, seconded by Director Quady, that the Board adopt proposed Resolution No. 1706. Motion carried. Resolution No. 1706 is attached and made part of these minutes.

4. The Manager of Resources said it was that time of the year for the Board of Directors to address the annual standby charge and set June 15th, 2011 as the date for a public hearing. He said a copy of the public hearing notice and engineer's report for the proposed charge was included in the Board packets for review. Questions asked by the Board were answered by the Manager of Resources.

Director Pringle moved, seconded by Director Hauser, that the Board declared its intent to impose a water standby charge for Fiscal Year 2011/12 and that June 15th, 2011 be scheduled for a public hearing. Motion carried.

ENGINEERING DEPARTMENT

1. The Manager of Engineering said the cumulative change orders on the Turnout Automation and Vault Improvements Project had exceeded \$25,000 so Board approval was required. She said a detailed explanation of the change order was enclosed in the Board packets for reference.

Director Seaver moved, seconded by Director Hauser, that the Board approve Taft Electric Co.'s Change Order No. 11 in the amount of \$42,236.00. Motion carried.

2. The Manager of Engineering said the cumulative change orders on the Salinity Management Pipeline, Phase 1E, exceeded \$25,000 so Board approval was required. She said a detailed explanation of the change order was enclosed in the Board packets for reference.

Director Hauser moved, seconded by Director Pringle, that the Board approve Whitaker Construction Group Inc.'s Change Order No. 13 in the amount of \$302,524.79. Motion carried.

3. The Manager of Engineering said that the District had been notified three days earlier of water flowing down the hill below Calleguas' Moorpark Feeder in the Butler Ranch area of the City of Simi Valley. Lash Construction had performed emergency work for the District in the past and was contacted to identify the problem. They had successfully located the cause of the leak. The Manager of Engineering provided an update on the investigation and necessary repairs.

The General Manager had exercised her authority under Calleguas' Ordinance No. 18 and the Administrative Code to begin emergency work and to follow this authorization with a request that the Board make the necessary findings per the Public Contract Code. Staff requested that the Board add the emergency repair of Moorpark Feeder to the agenda and make an emergency determination.

Director Hauser moved, seconded by Director Seaver, that the Board make a determination pursuant to Government Code Section 54954.2(b)(2) that there was a need to take immediate action, that the need for action came to the attention of the District subsequent to the agenda being posted, and that this item be added to the agenda. Motion carried.

Director Quady moved, seconded by Director Seaver, that the Board make a determination pursuant to Public Contract Code Section 22050 that the repair of Moorpark Feeder did not permit a delay resulting from competitive solicitation for bids, and that certain repair work was necessary to respond to the emergency. Motion carried.

HUMAN RESOURCES AND RISK MANAGEMENT DEPARTMENT

1. The Manager of Human Resources presented a five-year summary of staff participation in the District's tuition reimbursement program. The Board asked questions and the Manager of Human Resources answered them.

2. The Manager of Human Resources presented a comparison of the CalPERS and ACWA Medical Programs. The Board discussed the similarity in costs between the programs and noted that should the District move out of CalPERS Medical Program, it would not be able to reapply for enrollment for a minimum of five years. This item was for information only and no action was taken.

STRATEGIC PLANNING

NONE

DISTRICT COUNSEL'S REPORT

NONE

CLOSED SESSION

NONE

OTHER BUSINESS

NONE

FUTURE AGENDA ITEMS

NONE

ADJOURNMENT

President Grandsen declared the meeting adjourned at 7:26 p.m.

Respectfully submitted,

Donald G. Hauser, Secretary